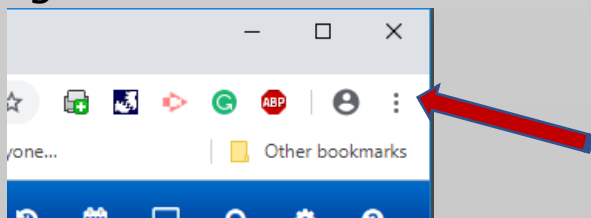


# HELP Desk Tip

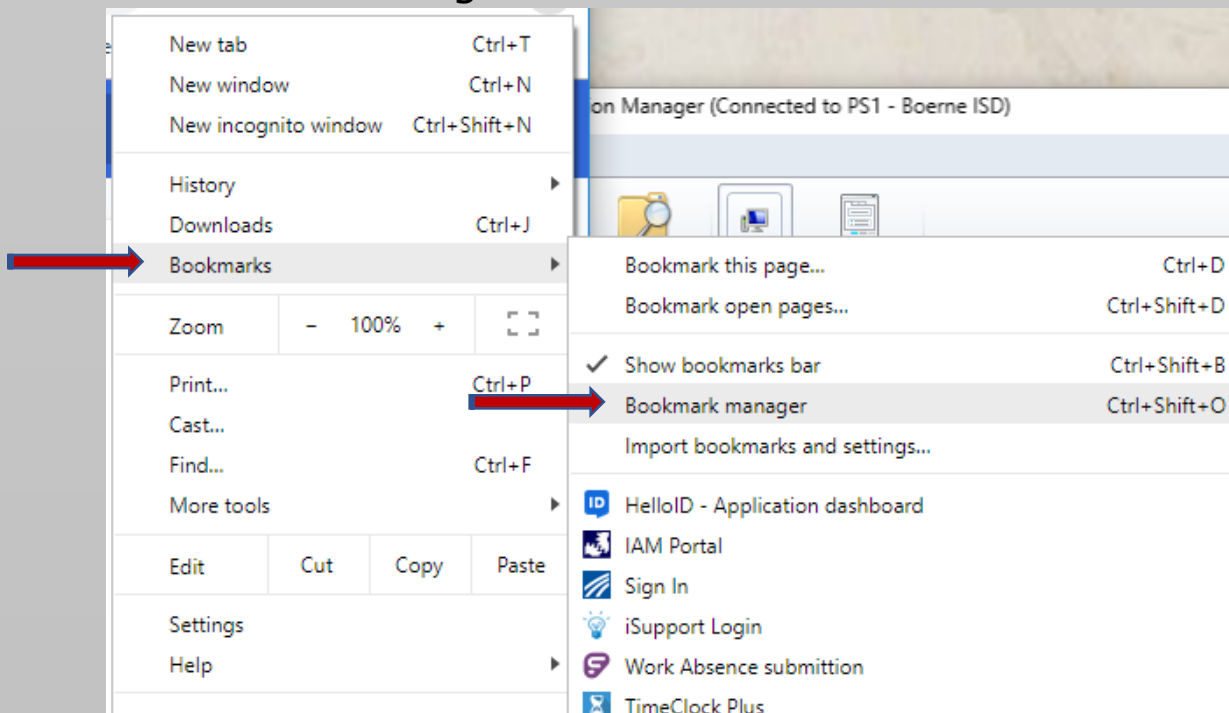
*Back up your Chrome Bookmarks to an HTML File*

Open Google Chrome:

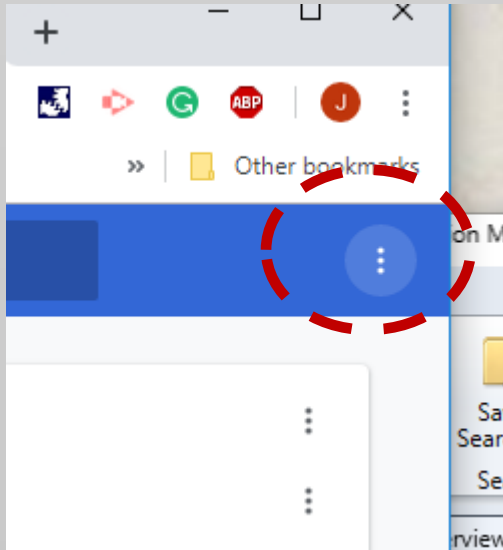
- 1) Google Chrome; Click on the 3 dots located on the top right.



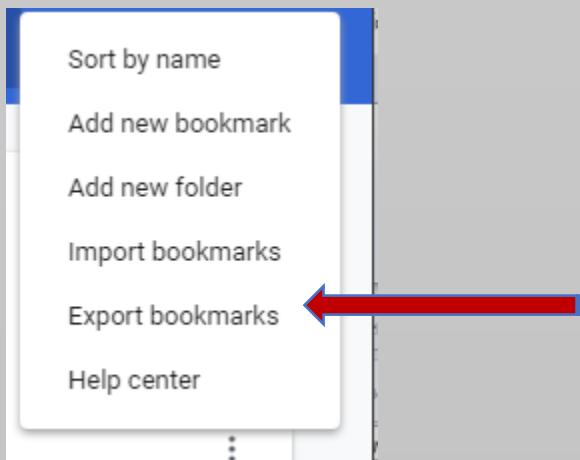
- 2) Next Hover over 'Bookmarks' and move over and Click on Bookmark Manager.



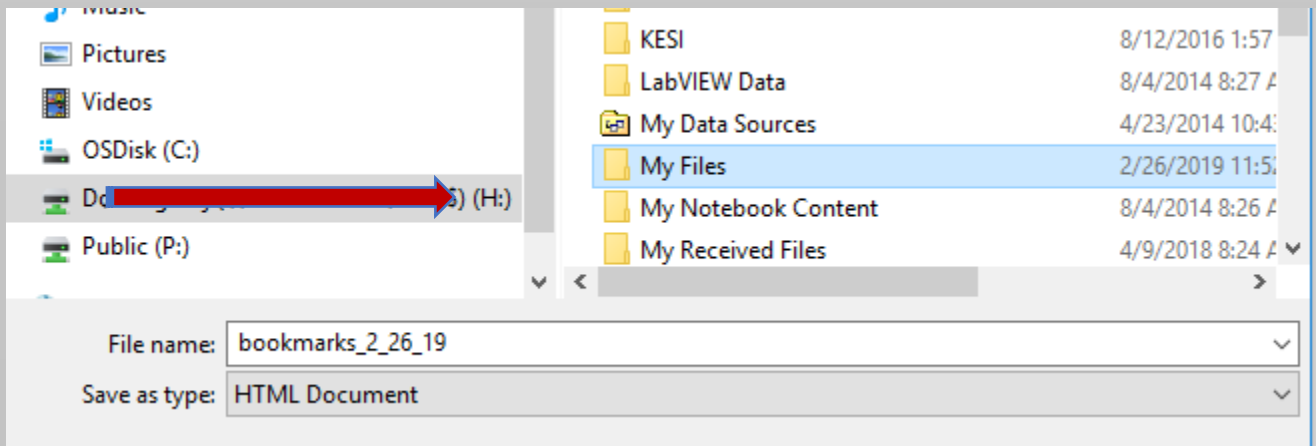
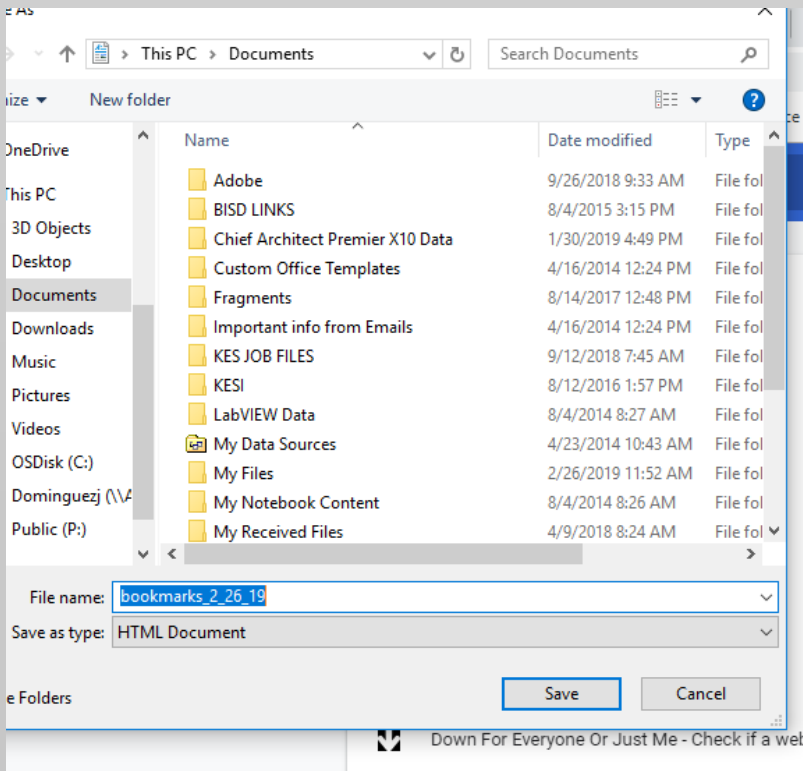
3) On the new page you are taken to: Locate the 3 dots within the **blue** bar.



Click on them and then select "Export Bookmarks".



- 4) Now Save the file into a location of your choosing on your "H:Drive".  
*This will allow you to pull this file from any computer you use.*



- 5) You are all set. If your bookmarks are ever lost/deleted you can import them back in.